



Wisconsin Elections Commission

212 East Washington Avenue | Third Floor | P.O. Box 7984 | Madison, WI 53707-7984
(608) 266-8005 | elections@wi.gov | elections.wi.gov

Wisconsin Elections Commission
Special Teleconference Meeting
212 E. Washington Avenue, Third Floor
Madison, Wisconsin
9:00am January 11, 2022

Open Session Minutes

Present: Commissioner Ann Jacobs, Commissioner Marge Bostelmann, Commissioner Julie Glancey, Commissioner Dean Knudson, Commissioner Robert Spindell Jr., and Commissioner Mark Thomsen, all by teleconference.

Staff present: Meagan Wolfe, Richard Rydecki, Sharrie Hauge, Robert Kehoe, Nathan Judnic, Jim Witecha, Riley Vetterkind, John Smalley, Brandon Hunzicker, Riley Willman, Regina Hein, Ann Oberle, and Anna Langdon, all by teleconference

A. Call to Order

Commission Chair Ann Jacobs called the meeting to order at 9:01 am and called the roll. All Commissioners were present.

B. Administrator's Report of Appropriate Meeting Notice

Administrator Meagan Wolfe informed the Commission that proper notice was given for the meeting.

C. Ballot Access Challenges and Issues (if necessary)

No challenges made to any of the nominating petitions, not addressed.

D. Ballot Access Report and Certification of Candidates for the 2022 Spring Election

Deputy Administrator Richard Rydecki appeared and summarized the information on candidates requesting ballot access for the 2022 Spring Election. He noted two anomalies that did not impact ballot access; that printed names and addresses of signers appear to be written by the circulator, and a discrepancy between the mailing municipality on a candidate's Declaration of Candidacy and portions of his nomination papers.

Discussion.

Wisconsin Elections Commissioners

Ann Jacobs, chair | Marge Bostelmann | Julie M. Glancey | Dean Knudson | Robert Spindell | Mark L. Thomsen

Administrator
Meagan Wolfe

MOTION: Staff recommends that the Commission certify ballot access for the 60 candidates listed as “approved” in Attachment B, Candidate Tracking by Office report.

Moved by Commissioner Glancey. Seconded by Commissioner Thomsen.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Knudson:	Aye	Thomsen:	Aye

Motion carried 6-0.

E. Approval of December 1, 2021 Meeting Minutes

Chairwoman Jacobs stated that before the Commission is the approval of the December 1st open session minutes from 2021.

MOTION: To approve the December 1, 2021 open session meeting minutes.

Moved by Commissioner Bostelmann. Seconded by Commissioner Knudson.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Knudson:	Aye	Thomsen:	Aye

Motion carried 6-0.

F. Approval of 2022 Polling Place Accessibility Program

Deputy Administrator Richard Rydecki appeared and introduced new Accessibility Program Coordinator, Regina Hein. He then gave an overview of the 2022 Polling Place Accessibility Program and outlined the need for site reviewers, sourced from both temporary staff and volunteers from organizations that advocate for the disability community, to conduct polling place accessibility audits. He acknowledged there may be a limited applicant pool due to aspects of the job such as the short duration and travel requirement.

Questions and discussion.

MOTION: The Commission approves the staff plan for the polling place accessibility audit program for the 2022 election cycle.

Moved by Commissioner Spindell. Seconded by Commissioner Knudson.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Knudson:	Aye	Thomsen:	Aye

Motion carried 6-0.

G. ERIC Movers for 2022

Technology Director Robert Kehoe appeared and presented data on ERIC Movers Review processes for the past year and future planned and recommended mailings. He noted the success of the quarterly format.

MOTION: Commission directs staff to continue the quarterly mailing process for ERIC Movers Review into 2022 and subsequent years. The mailings will continue to use the same postcard design and language approved by the commission at the June 10, 2021 meeting, with the understanding that some non-substantive editing may be needed to address printing requirements.

Moved by Commissioner Thomsen. Seconded by Commissioner Knudson.

Discussion.

FRIENDLY AMENDMENT: To review and approve the ERIC Movers procedures year by year.

Moved by Commissioner Spindell. Rejected by Commissioner Thomsen.

Discussion.

Commissioner Knudson clarified that he assumes the watermark process is continuing because it is procedure. The Commissioners agreed adoption of this motion includes the continuation of the watermark process.

Discussion.

AMENDMENT: To add a sentence, “The Commission shall review the ERIC Movers procedures at the first Commission meeting held in each even-numbered year.”

Moved by Commissioner Knudson. Seconded by Commissioner Spindell.

Roll call vote:	Bostelmann:	Aye	Glancey:	No
	Jacobs:	No	Spindell:	Aye
	Knudson:	Aye	Thomsen:	No

Motion failed 3-3.

Discussion.

AMENDMENT: After the words “ERIC Movers Review” strike the end of the first sentence, beginning with “into 2022,” and substitute the language for, “until 12/31/23.” Add a sentence at the end of the motion that says, “The Commission directs staff to begin promulgation of an administrative rule on the ERIC Movers process.”

Moved by Commissioner Knudson. Seconded by Commissioner Bostelmann.

Technology Director Robert Kehoe reviewed the 2020 Voter Participation process, describing the differences in approach between in-state and out-of-state matches. He also presented the 2022 ERIC Data Calendar, which depicts the data sharing schedule with ERIC.

No action required.

H. **.gov Email Address Grant Program**

Technology Director Robert Kehoe explained what a top-level domain is and their cybersecurity benefits. He then presented the Elections Security .gov Email Domain Subgrant Program to the Commission.

Discussion.

MOTION: The Commission directs staff to announce and initiate the Elections Security .gov Email Domain subgrant program to local election officials as described in the staff memorandum. The Commission authorizes WEC staff to announce the subgrant, accept applications, and issue subgrant funds to municipal election officials no later than September 30, 2022. The total amount of subgrant funds distributed is not to exceed \$300,000. The individual awards are not to exceed \$500.

Moved by Chairwoman Jacobs. Seconded by Commissioner Spindell.

FRIENDLY AMENDMENT: The individual awards are not to exceed \$600.

Moved by Commissioner Spindell. Accepted by Chairwoman Jacobs.

Discussion.

Clarification was made by Commissioner Glancey that jurisdictions that have obtained a .gov domain since the August 24, 2021 memorandum was published would qualify retroactively for the subgrant.

MOTION AS AMENDED: The Commission directs staff to announce and initiate the Elections Security .gov Email Domain subgrant program to local election officials as described in the staff memorandum. The Commission authorizes WEC staff to announce the subgrant, accept applications, and issue subgrant funds to municipal election officials no later than September 30, 2022. The total amount of subgrant funds distributed is not to exceed \$300,000. Individual awards shall not be more than \$600 per award.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Knudson:	Aye	Thomsen:	Aye

Motion carried 6-0.

I. **Staff Update**

Administrator Meagan Wolfe appeared and spoke on agency projects and operations since the last Elections Commission Update. She first touched on preparations for the Spring 2022 Election, upcoming election administration projects presented at an earlier meeting, and addressing updates. She

then described efforts by staff to improve usability within WisVote and assist clerks in reporting training hours. Administrator Wolfe then covered Badger Voters revenue and described WEC Help Desk operations. She also briefed the Commission on financial reports and purchases and presented a list of events staff have been involved in over the last few months. To conclude, Administrator Wolfe presented a new public education effort to develop educational videos on the mechanics of elections in anticipation of the 2022 election cycle.

Questions.

No action required.

J. Public Records Requests

a. Discussion and approval of Policy Update

Staff Counsel Brandon Hunzicker appeared and presented a proposed update to the costs section of the public records notice. The proposed update addresses possible ambiguities in the current costs section and a current limitation on costs that does not come from the public records statutes.

Discussion.

LIMITED MOTION: Remove the sentence from our policy which reads, “The lowest hourly rate is \$21.11, and will not exceed \$30.00 per hour.”

Moved by Commissioner Thomsen. Seconded by Chairwoman Jacobs.

Discussion.

FRIENDLY AMENDMENT: This change to the policy is effective for requests received after January 11, 2022 at the time the vote is taken.

Moved by Commissioner Spindell. Accepted by Commissioner Thomsen.

MOTION: Remove the sentence from our policy which reads, “The lowest hourly rate is \$21.11, and will not exceed \$30.00 per hour.” This change to the policy is effective for requests received after January 11, 2022 at the time the vote is taken.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Knudson:	Aye	Thomsen:	Aye

Motion carried 6-0 at 12:34 on January 11, 2022.

The Commission took lunch at 12:34 and reconvened at 1:08. Dawn Soletski was no longer in attendance.

At the request of Commissioner Spindell, the Commission discussed the cost of data requests specified in Wis. Admin. Code. Section 3.50 Charges for voter registration data.

Discussion.

MOTION: To direct staff to investigate the creation of standard reports that could be provided at a lesser cost and to investigate the process of amending EL § 3.50 and return with suggestions at a future meeting.

Moved by Commissioner Knudson. Seconded by Commissioner Thomsen.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Knudson:	Aye	Thomsen:	Aye

Motion carried 6-0.

b. Discussion of Legislative Data Request

Administrator Meagan Wolfe appeared and sought guidance from the Commission on specific questions on a request received from the Assembly Committee on Campaigns and Elections on December 22, 2021. Her first question pertained to question 5 of the request. She asked whether it is appropriate to waive location fees for a public records request of that size and scope. Administrator Wolfe suggested processing the request as a public records request and to provide a cost estimate and notify the requesters that it would take a long time to locate that information, then asked the Commission if that was the appropriate course of action.

Discussion.

Administrator Wolfe was advised by the Commission to follow policy and put together an estimate so recipients can act accordingly.

Administrator Wolfe's second question described the strain that would be put on the agency's servers when fulfilling question seven, a WisVote data request. She estimated fulfilling this request would cost upwards of \$100,000 and touched on the legal issues brought up by the request for personally identifiable information. She then proposed ways to help the requesters obtain information without severely impacting agency operations. She then asked the Commission if this is the appropriate course of action.

Discussion.

The Commission advised Administrator Wolfe to communicate with the requesters to narrow the scope of the request.

K. Administrative Rules Update

a. Polling Place Emergency Planning

At the December 1, 2021 Commission meeting, the staff was directed to create a scope statement aimed at requiring municipalities to create a plan to employ if a public health crisis, natural disaster, or other

catastrophic event impacts polling places. Staff Counsel Brandon Hunzicker appeared and presented the scope statement for proposed Chapter EL 15, Polling Place Emergency Planning.

Discussion.

MOTION: To approve the scope statement for EL Chapter 15 on polling place emergency planning.

Moved by Commissioner Knudson. Seconded by Commissioner Glancey.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Knudson:	Aye	Thomsen:	Aye

Motion carried 6-0.

b. Certification and Training of Municipal Clerks

Staff Counsel Jim Witecha appeared and presented an amendment to EL Chapter 12 by updating the clerk training term to bring it into compliance with current practice and Wis. Stat. § 7.15(1m), adding a provision regarding the notification of the municipality when a clerk does not meet training obligations for the current cycle, and adding a line indicating the statewide voter registration system is named “WisVote,” and that the name of the system may change in the future.

MOTION: To approve the scope statement on EL Chapter 12.

Moved by Commissioner Knudson. Seconded by Commissioner Spindell.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Knudson:	Aye	Thomsen:	Aye

Motion carried 6-0.

L. WEC implementation of emergency rule regarding drop boxes and completion of filling in missing info on absentee ballots

Chairwoman Jacobs put before the Commission a letter from the Joint Committee for Review of Administrative Rules which demands the Wisconsin Elections Commission implement an emergency rule regarding drop boxes and completion of missing information on absentee ballot envelopes.

Discussion.

The Commission agreed to meet on January 28, 2022 at 10:30 to discuss the emergency rule.

M. Closed Session

MOTION: To move into closed session.

Moved by Commissioner Bostelmann, seconded by Commissioner Thomsen

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Knudson:	Aye	Thomsen:	Aye

Motion carried 6-0.

The Commission moved to closed session at 3:18 pm.

The Commission adjourned in closed session at 5:34 pm.

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January 11, 2021 Wisconsin Election Commission meeting minutes prepared by:



Anna Langdon, Help Desk Support

January 13, 2022

January 11, 2021 Wisconsin Election Commission meeting minutes certified by:



Marge Bostelmann, Commission Secretary

March 9, 2022